

SCHOOL BOARD
 INDEPENDENT SCHOOL DISTRICT No. 15
 St. Francis, Minnesota
 March 9, 2015
 Dialogue Session - 6:30 p.m.
 Regular Meeting - 7:00 p.m.
 4115 Ambassador Blvd.
 M I N U T E S

The regular meeting was called to order by Chairperson David Roberts at 7:00 p.m. with the following members present: Directors Suzanne Erkel, Janet Hunt, Barbara Jahnke, Amy Kelly, Betsy Roed, Marsha Van Denburgh, and Acting Superintendent Troy Ferguson.

Others present were Director of Business Services Scott Nelson, Director of Human Resources Brandon Nelson, Director of Special Services Tim Finn, Director of Curriculum Paul Neubauer, student representative Cassy Stierns, staff and community members.

Board Calendar Dates: Regular meetings held at 7:00 p.m. at Central Services Center, March 23, April 13, April 27, and May 11. Dialogue with the School Board will be at 6:30 p.m. prior to the regular meetings.

Happenings Around The District

None

Site Report – Transition 15 – Mr. Manni

Principal Scott Manni presented a video production regarding Transition 15 and future plans and goals of the program. Mr. Manni acknowledged Crossroads School & Vocational Center science teacher Dave Berger who produced the slide show presentation.

Consideration of Visitors

None

Agenda

Motion was made to approve the revised agenda by Ms. Kelly, second Ms. Jahnke.
 Motion carried 7-0.

Consent Agenda

Motion was made by Ms. Hunt to approve the revised Consent Agenda, second Ms. Erkel.

- A. THAT the minutes of February 23, 2015 be approved as presented.
- B. THAT the Personnel Items be approved as presented.

NEW EMPLOYMENT									
Name	Position	Replacement for	Site	Position Status	Days/Year	Hrs/Day	Salary Level	Wage	Effective
Heitzman, Autumn	Teacher	Matt Norton	SFHS	TEMP	19	8	SUB	\$125.00	3/9/15
Holm-Anderson, Cindy	Due Process Facilitator	Kerry Schaff	SFHS	TEMP	68	8	Career Ladder 3MA	\$48.79	2/9/15
Hunt, Sarah	Educational Assistant	Anne Royal	CSVC	TEMP	60	7.25	B22-1	\$12.41	3/9/15
Moen, Douglas	Teacher	Maria Higueros-Canny	DW	TEMP	44	8	SUB	\$125.00	3/27/15
INTERNAL TRANSFERS									
Name	Current Position/ Location	Current Days/Hrs	Current Salary	New Position/ Location	Days/ Hrs	New Salary	Effective		
Ingalls, Cheri	Bus Driver/TRANS	172/6	\$14.02	Bus Driver/TRANS	172/6.5	\$14.02	3/9/15		

Larson, Katelyn	Teacher/SFHS	186/5.81	\$46,312	Teacher/SFMS	56/.27 Added	\$46,312	3/9/15
Merrifield, Kara	Asst Principal Office Professional/SFMS	202/7.5	\$16.96	Guidance Office Professional	202/7.5	\$16.96	1/5/15
LEAVES OF ABSENCE							
			Expected Duration			Most recent assignment	
Name	Position	Location	From	To	Days/ Year	Hrs/ Day	
Amundson, Kristy	Educational Assistant	TRANS	2/2/15	3/6/15 Extended	172	8	
Amundson, Kristy	Educational Assistant	TRANS	2/2/15	3/9/15 Returned	172	8	
Eliason, Mary	Educational Assistant	SFHS	4/15/15	5/4/15	172	7.25	
Norton, Tracey	Teacher	SFHS	1/5/15	3/9/15 Returned	186	8	
Olson, Ione	Educational Assistant	TRANS	1/29/15	3/9/15 Returned	172	7.5	
Olson, Katie	Teacher	CCCS	1/5/15	3/2/15 Returned	186	8	
Rolland, Steve	Bus Driver	TRANS	1/1/15	2/25/15	172	8	
Stewart, Michelle	Educational Assistant	SFE	3/3/15	6/1/15	172	6.75	
RESIGNATION/RETIREMENTS/TERMINATIONS/DISCONTINUANCE OF POSITION							
Name	Position	Site	Reason		Effective		
Backlin, Jessica	ECFE Teacher	LLC	Layoff		6/30/15		
Kleve, Carole	Cashier	SFMS	Retirement		6/2/15		
Schrade, Benjamin	Teacher	SFMS	Resignation		3/3/15		
Vevle, Rebekah	ABE Instructor	LLC	Layoff		6/30/15		
Vincent, Heather	Long Term Substitute Teacher	SFHS	End of Assignment		3/3/15		

- C. THAT Disbursements are approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that these disbursements as presented, and excluding net payroll, be allowed and charged to funds as follows:

FundNo.	Description	Amount
01	General	\$ 1,202,615.93
02	Food Service	\$ 23,423.52
04	Community Services	\$ 42,046.26
06	Construction	\$ -
07	Debt Redemption	\$ -
09	Trust and Agency	\$ 5,650.00
20	Internal Service-Health Self Insured	\$ 39,316.90

47	OPEB Debt Service	\$	-
	TOTAL DISTRICT	\$	1,313,052.61

- D. THAT the Discontinuance of Contract – Probationary Licensed Staff be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that pursuant to Minnesota Statute 122A.40 Subd. 5, the teaching contract of the following probationary licensed staff in Independent School District No. 15 are hereby terminated at the close of the current 2014-15 school year and that the Discontinuance of Contract – Probationary Licensed Staff be approved as presented: Jessica Backlin, Catherine Dunleap, Whitney Junker, Kathleen Kohn, Jacqueline Larson, Mandy Littlefield, Emma Olesen, Dawn Pettit, Tricia Rutz, Tracy Torson, Caitlin Tovsen, Sarah Trehey, Andrew Smith, Rebekah Vevle.
- E. THAT the Extended Trip – HOSA be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the St. Francis High School HOSA program trip to attend the State Leadership Conference in St. Cloud, MN April 8-10, 2015 be approved as requested.
- F. THAT the Extended Trip – Student Council be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the St. Francis High School Student Council extended trip to Becker, Minnesota for the State Convention April 11-13, 2015 be approved as requested.
- G. THAT Gift Acknowledgements be approved as presented.
BE IT RESOLVED by the School Board of Independent School District No. 15 that the following gifts be hereby accepted:
\$3,015.00, SFTFCC Booster Club, to SFHS for purchase of a new team tent
\$4,680.00, SFTFCC Booster Club, to SFHS, \$3,500-starting blocks, \$1180-cross country coaching salary
\$506.75, CCCS PTO, to CCCS box top winners classes of \$245.80-Mrs.Baar, \$82.46-Mrs.Meld, \$178.50-Mrs.Carter
\$301.60 (in kind), Party City, to CCCS, wrapping paper, bows, santa suit, bouncy balls, mazes, etc.
\$1,659.54, Target-Take Charge of Education, to SFHS to be used at principal’s discretion

Motion carried 7-0.

Reports

Student Report

Cassy Stierns provided the student report. The St. Francis High School boys basketball team will be going to state, playing at Target Center. On March 10, there will be a short flex schedule for a pep fest for the boys basketball team and for any other teams that made it to state.

Superintendent Report and Communications

- Acting Superintendent Ferguson met with the Policy and Finance Committee.
- Met with Ms. Davis, Mr. Neubauer and Ms. DeRung to talk about future billing process and work on streamlining the billing process for Oakland ALC.
- Last day of school will be Monday, June 1, and graduation will be Friday, May 29.
- The Mentor Task Force Committee will be bringing recommendations to the School Board and to the negotiation members.
- Congratulations to the St. Francis High School boys basketball team who qualified for the state tournament.
- Interviews for a school psychologist will be held March 12 and 13.
- The March 23 agenda will include a presentation from Karen Blaska, Park Planner for Anoka County Parks and Recreation that will explain what they are looking for in regards to the Sugar Hills Regional Trail proposal and crossing St. Francis Middle School property.
- A presentation for Boardmaker will follow the March 23 School Board meeting.

Dialogue Session

None

School Board Member Reports

Ms. Hunt attended Cedar Creek Community School PTO meeting, Mentor Task Force Committee, and Finance

Policy Committee meeting.

Ms. Roed attended the St. Francis golf team fundraiser at the Refuge and communicated a reminder that the East Bethel Community School pizza night is March 20.

Ms. Kelly attended the Oakland school board meeting, Finance Policy meeting, and negotiations for preschool teachers.

Ms. Erkel attended negotiations for preschool teachers and congratulated the boys' basketball team.

Ms. Jahnke congratulated Ms. Linda Erickson on her new position as student performance improvement initiatives coordinator (SPII). She acknowledged how impressed she is with administration at the schools and at central services center.

Ms. Van Denburgh attended the boys basketball game, provided an update on the senate maintenance bill, and attended the State Capitol hearing when senate file 539 was introduced.

Mr. Roberts attended SPII coordinator interviews, the All Night Graduation Party meeting, and the golf team fundraiser tournament. He congratulated the boys basketball team. He read a letter from the office of the attorney general in regards to drug-free zones. He communicated the concern regarding vehicles that park in the fire lane outside of Cedar Creek Community School and St. Francis Elementary School. This is a safety hazard to students and staff.

Administrative Report

MasteryConnect – Mr. Neubauer, Ms. DeRung, Curriculum & Instruction, Ms. Schmoll, East Bethel Community School teacher, and Ms. Schollman, St. Francis Elementary School teacher presented a software platform which will facilitate and support the District's Professional Learning Communities (PLC) process. Teachers identify student levels of understanding. The goals the District had when looking at MasteryConnect software program 1) support the PLC process, 2) formatively assess students' progress, 3) connect student learning targets with a lesson and assessment, 4) identify the effectiveness of the lessons, and 5) find a way to bring our District together educationally.

Other Matters

MasteryConnect

Motion was made by Ms. Hunt, second Ms. Erkel.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the contract for MasteryConnect.

Motion carried 7-0.

Approval of Lease Agreement – NeoPath Clinic

Motion was made by Ms. Van Denburgh, second Ms. Hunt.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the lease agreement with T&W Adventures, LLC for leased space at 23306 Cree Street NW, St. Francis for the purpose to relocating the District's NeoPath Clinic.

Motion carried 7-0.

Approval of Anoka County Purchase of District Property – Roundabout Project

Motion was made by Ms. Van Denburgh, second Ms. Hunt.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the purchase price of \$66,000 from Anoka County to acquire 176,879 sq. ft. of District property at the St. Francis High School location along Bridge Street and Rum River Blvd. for the Bridge Street roundabout highway project.

Motion carried 7-0.

Approval of Agreement Employee Benefit Consultants, LLC

Motion was made by Ms. Van Denburgh, second Ms. Jahnke.

BE IT RESOLVED that the School Board of Independent School District No. 15 approve the Participation Agreement with Employee Benefit Consultants, LLC for staff time tracking to meet requirements of the Affordable Care Act (ACA) at a cost not to exceed \$12,000 per year.

Motion carried 7-0.

A recess was taken at 8:20 p.m.

Closed Session – Negotiation Parameters

Closed Session: Motion was made by Ms. Van Denburgh, second Ms. Kelly Vote: 7-0 Time: 8:25 p.m.

BE IT RESOLVED by the School Board of Independent School District No. 15 that a closed session be conducted for the purpose of discussing labor negotiation strategies under subd. 1 (b) of the Open Meetings Law, Minnesota Statutes Chapter 13D.03

Resume Open Meeting: Motion was made by Ms. Kelly, second Ms. Van Denburgh. Vote: 7-0 Time: 8:42 p.m.

In closed session the School Board discussed labor negotiations for employee groups whose contracts expire 2015-2017.

Chairperson Roberts read the following statement.

The next item on the agenda is preliminary consideration by the Board of allegations against an employee and consideration of privileged communications with its attorneys relative to legal strategies for current and imminent litigation by the employee. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that the Board shall close a meeting for the preliminary consideration of allegations against an employee subject to its authority. During the closed meeting, the Board will discuss the allegations and what, if any, action will be taken as a result of the allegations. In addition, the Open Meeting Law, Minnesota Statutes Section 13D.05, subdivision 3(b), states that the Board may close a meeting if closure is permitted by the attorney-client privilege. During the closed session, the Board will consider communications with its counsel, Mark Mathison, legal theory and strategy concerning current and imminent litigation against the District by the employee at issue and the impact that the allegations at issue may have on such litigation. Accordingly, pursuant to the laws I have cited, I will hereby entertain a motion that this meeting be closed for the purposes of preliminary consideration by the Board of allegations against an employee and to consider privileged communications with its attorneys relative to legal strategies for current and imminent litigation by the employee.

Closed Meeting – Consideration of Preliminary Allegations Against an Individual

Motion was made by Ms. Jahnke, second Ms. Hunt. Vote: 7-0 Time: 8:45 p.m.

BE IT RESOLVED by the School Board of Independent School District No. 15 that a closed session be conducted in order to consider preliminary allegations against an individual subject to its authority under subd. 2(b) of the Open Meetings Law, Minnesota Statutes Chapter 13D.05, and in order to consider privileged communications with its attorneys relative to legal strategies for current and imminent litigation by the employee under subd. 3(b) of the Open Meetings Law, Minnesota Statutes Chapter 13D.05.

Resume Open Meeting: Motion was made by Ms. Van Denburgh, second Ms. Erkel. Vote: 7-0 Time: 8:52 p.m.

In closed session the School Board discussed legal strategy and possible board action as it pertains to current litigation with an employee.

Possible Action(s) in Response to Allegations against an Employee, if any

Motion was made by Ms. Van Denburgh, second Ms. Hunt.

WHEREAS, the School Board has reviewed notices informing an employee of proposed discipline the School District seeks to impose;

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 15, as follows:

1. The School Board hereby ratifies the notices setting forth the proposed discipline and adopts the grounds for the proposed discipline as stated in the notices.
2. The School Board Chair is authorized to sign the notices on behalf of the School Board and is directed to ensure service of the notices on the employee, provided the conditions for each notice have been met.
3. Copies of the notices shall be placed in the employee's personnel file.
4. Pursuant to Minnesota Statutes section 13.43, subdivision 2, the specific reasons for the discipline, the nature of the discipline, and the notices are private data on the employee until final disposition of the disciplinary action.

Motion carried 7-0.

The regular meeting was adjourned at 8:55 p.m.

Barbara Jahnke, School Board Clerk